

# Lincoln Heights Benefit Association of Los Angeles Board of Directors Draft Meeting Minutes

Date: Friday, April 20, 2018

Time: 11:30am -1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

## I. General Meeting – Call to Order

Meeting called to order at 11:43 by Steve Kasten, President

### a. Introductions:

In attendance (14): George Cabrera, Sun Chang, Sean Cohan, Teresa Isago, Misty Iwatsu, Steve Kasten, Dave Mandala, Jackie Munoz, Flavio Olivas Jr, Sevin Riley, Frank Rodriguez, Jackie Siegal, Harish Solanki, and Rick Stoff.

### b. Public comment

Discussion about the 5Lot housing project

## II. Approval of the minutes of March 16, 2018

**MOTION:** Approve minutes of March 16, 2018. **Moved: Olivas/2<sup>nd</sup> Mandala. VOTE: unanimous. Motion passed.**

## III. Discussion and Action Items

### a. Presidents Report

Steve Kasten reported

### b. LAPD – Joel Perez not present

### c. City Attorney Office of the Neighborhood Prosecutor

Cynthia Gonzalez not present

### d. Council Office – Jose Rodriguez not present

## IV. Vendors Reports

### a. Maintenance

Rick Stoff reported

### b. Security

Sean Cohan reported

## V. Board Meeting

### a. BID Renewal update

Misty presented a letter to property owners with revised budget

**MOTION:** Approve letter to property owners dated April 12 with revised budget.

**Moved: Rodriguez/2<sup>nd</sup> Mandala.** Discussion: The purpose of the revised budget is to encourage the property owners to vote for the renewal. **VOTE: unanimous.**

**Motion passed.**

### b. Financial Report presented

## VI. Adjournment

Meeting adjourned at 1:00 PM. Next meeting May 18, 2018 from 11:30AM to 1:00PM.

# Lincoln Heights Benefit Association of Los Angeles Board of Directors Draft Meeting Minutes

Date: Friday, March 16, 2018

Time: 11:30am -1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

## I. General Meeting – Call to Order

Meeting called to order at 11:35 by Steve Kasten, President

### a. Introductions:

In attendance (17): George Cabrera, Frank Domingus, Sampson Chan, Sean Cohan, Hugo Garcia, Cynthia Gonzales, Teresa Isago, Misty Iwatsu, Damian Jones, Steve Kasten, Dave Mandala, Laurie Niesan, Flavio Olivas Sr, Joel Perez, Sevin Riley, Frank Rodriguez and Rick Stoff.

### b. Public comment

Damian Jones from Chrysalis commented.

## II. Approval of the minutes of February, 2018

No minutes presented as secretary was absent in February. Tabled until April.

## III. Discussion and Action Items

### a. Presidents Report

Steve Kasten reported

### b. LAPD – Officers

Officers Joel Perez and Frank Domingus reported on homelessness

### c. City Attorney Office of the Neighborhood Prosecutor

Cynthia Gonzalez reported

### d. Council Office – Jose Rodriguez not present

### e. Recycle LA

Hugo Garcia from RecycleLA reported on trash pickup.

## Vendors Reports

### a. Maintenance

Rick Stoff reported

### b. Security

Sean Cohan reported

## VI. Board Meeting

### a. BID Renewal update reported

### b. Financial Report presented

## VII. Adjournment

Meeting adjourned at 1:00 PM. Next meeting April 20, 2018 from 11:30AM to 1:00PM.

# Lincoln Heights Benefit Association of Los Angeles Board of Directors Meeting Minutes

Date: Friday, January 19, 2018

Time: 11:00am -1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

## I. PBID Renewal Committee Meeting – held at 10am at Steve Kasten's office

## II. General Meeting - Call to Order

Meeting called to order by Steve Kasten, President, at 11:35am.

a. Introductions: Meeting attended by (17): Alfred Beltran, George Cabrera, Rae Dawn Chairez, Sampson Chan, Sean Cohan, Anders Engnell, Sherry Fierro, Irene Holguin, Misty Iwatsu, Steve Kasten, Flavio Olivas, Ramon Palacio, Sevin Riley, Frank Rodriguez, Jesse Rosas, Rick Stoff and Teresa Velasquez..

b. Public comment

Rae Dawn Chairez, Jesse Rosas, Alfred Beltran, Ramon Palacio, Teresa Velasquez, George Cabrera commented.

## III. Approval of the minutes of November, 2017

**MOTION**– Approve the minutes from November 17, 2017 meeting. **Moved: Fierro/2<sup>nd</sup> Rodriguez. VOTE: Unanimous. Motion passed.**

## IV. Discussion and Action Items

a. Presidents Report

Steve Kasten reported

b. LAPD – not present

c. City Attorney Office of the Neighborhood Prosecutor – Cynthia Gonzalez not present

d. Council Office – Jose Rodriguez not present

## IV. Vendors Reports

a. Maintenance - reported

b. Security - reported

## VI. Board Meeting

a. BID Renewal update reported

b. LHCFM reported

c. Financial Report presented

## VII. Adjournment

Meeting adjourned at 12:55 PM. Next meeting March 16, 2018 from 11:30AM to 1:00PM.

# Lincoln Heights Benefit Association of Los Angeles Board of Directors Meeting Minutes

Date: Friday, November 17, 2017

Time: 11:00am -1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

## I. Renewal Meeting – 10am at Steve Kasten’s office

## II. General Meeting - Call to Order

Meeting called to order by Steve Kasten, President, at 11:35am.

- a. Introductions: Meeting attended by (18): George Cabrera, Sampson Chan, Sean Cohan, Anders Engnell, Sean Finn, Adrianna Gandara, Irene Holguin, Misty Iwatsu, Steve Kasten, Andrew Lee, Dave Mandala, Dan Meyers, Flavio Olivas, Jr., Vera Padilla, Rick Penegar, Sevin Riley, Frank Rodriguez and Rick Stoff.
- b. Public comment- Anders Engnell, George Cabrera

## III. Approval of the minutes of October, 2017

MOTION– Approve the minutes from October 20, 2017 meeting. Moved: Chan/2<sup>nd</sup> Holguin. VOTE: Unanimous.

Motion passed.

## IV. Discussion and Action Items

- a. Presidents Reported
- b. LAPD –SLO Joel Perez- not present
- c. City Attorney Office of the Neighborhood Prosecutor – Cynthia Gonzalez not present
- d. Council Office – Jose Rodriguez not present
- e. RecycleLA LASAN, UWS reported
- f. Vendors Reports
  - a. Maintenance - reported
  - b. Security - reported

## VI. Board Meeting

- a. BID Renewal update- reported
- b. Arroyo Vista Toy Giveaway
- c. Christmas Parade Advertising

MOTION– Approve \$300 for Arroyo Vista annual Toy Giveaway. Moved: Rodriguez/2<sup>nd</sup> Mandala. VOTE: Unanimous. Motion passed.

MOTION: Approve \$1000 for advertising in the Christmas Parade on the condition that our logo be on all printed materials. Moved: Mandala/ 2<sup>nd</sup> Chan Discussion: We will be recognized on the flyer and the T-shirt. VOTE: Unanimous. Motion passed.

- d. LHCFM reported
- e. Financial Report- presented

## VII. Adjournment

Meeting adjourned at 1:00PM. Next meeting January 19, 2018 from 11:30AM to 1:00PM.

# Lincoln Heights Benefit Association of Los Angeles Board of Directors Meeting Minutes

Date: Friday, October 20, 2017

Time: 11:30am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

## II. General Meeting - Call to Order

Meeting called to order by Steve Kasten, President, at 11:35am.

- a. Introductions: Meeting attended by (16): George Cabrera, Sampson Chan, Sean Cohan, Cynthia Gonzalez, Irene Holguin, Misty Iwatsu, Steve Kasten, Dave Mandala, Laurie Niesen, Flavio Olivas, Jr., Joel Perez, Sevin Riley, Frank Rodriguez, Jose Rodriguez. Harish Solanki and Rick Stoff.
- b. Public comment- George Cabrera

## III. Approval of the minutes of September, 2017 – minutes not presented

## IV. Discussion and Action Items

- a. Presidents Report- Steve reported
- b. LAPD –SLO Joel Perez- not present
- c. City Attorney Office of the Neighborhood Prosecutor – Cynthia Gonzalez  
Cynthia passed out consent forms to authorize LAPD to remove trespassers if the owner is not present. Property owners should bring them back to her to keep on file. She showed a wording for signs saying “This Property Closed to the Public.”
- d. Council Office – Jose Rodriguez  
Jose addressed complaints with the new waste franchise. Our franchisee is Universal Waste Systems. Complaints include not responding to calls and emails and raising prices. Jose said the best way to address complaints is on a case-by-case basis.  
The Mental Health building at 3303 N Broadway schedule for completion fall 2018.  
The Fire Dept has received a grant for 15.4million which will restore station's service.  
The no parking 4-6PM signs have been removed. Bollards were put in without notification.  
The winner of the Jail project plan will be announced at the next City Council Economic and Workforce Development Committee meeting. Negotiations will take 6 months to a year.  
The No Central Animal Shelter will be revamped – groundbreaking October 30.
- e. Metamorphosis – Business Owner Survey – not present

## IV. Vendors Reports

- a. Maintenance- Statistics for September: 1330 trash bags removed, 30,590 lbs of trash removed, 269 graffiti tags painted out, 441 bulky items removed, 16 hours pressure washing. in the numbers on the solar bellies after the trial period is over.
- b. Security- Sean reported: 24 patrol calls for service in September, 68 patrol Bid contacts and 19, 3 graffiti reported.

## VI. Board Meeting

- a. BID Renewal update – no report
- b. Annual Planning Report

**MOTION:** Approve the 2018 Annual Planning Report. **Moved: Mandala/2<sup>nd</sup>**

**Chan Discussion:** same as 2017. Total assessment is \$660,306.75. **VOTE – Unanimous. Motion passed.**

- c. Christmas Décor- **MOTION:** Approve installation of Christmas decorations. **Moved: Chan/ 2<sup>nd</sup> Mandala** Discussion: We own the decorations – the expense is for installation. The Neighborhood Council puts up the Christmas tree **VOTE – Unanimous. Motion passed.**
- d. LHCFM-The Market will move to Broadway on Wednesday between Sichel and Workman.
- e. Financial Report

The Lincoln Heights Benefit Association of Los Angeles Reviewed Financial Statements for the year ended December 31, 2016 was presented in the packet along with the Independent Accountant's Review Report from Danny B Reyes. The Profit and Loss Standard for January 1- October 19, 2017 was included in the packet.

## VII. Adjournment

Meeting adjourned at 1:00PM. Next meeting November 17 11:30AM to 1:00PM.

# Lincoln Heights Benefit Association of Los Angeles Board of Directors Meeting Minutes

Date: Friday, June 16, 2017

Time: 11:30am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

## I. General Meeting - Call to Order

Meeting called to order by Steve Kasten, President, at 11:45am.

a. Introductions: Meeting attended by (15): George Cabrera, Sampson Chan, Sean Cohan, Austin Fernald, Cynthia Gonzalez, Irene Holguin, Misty Iwatsu, Steve Kasten, Yong H Lee, Dave Mandala, Laurie Niesen, Flavio Olivas, Jr., Joel Perez, Sevin Riley and Joe Rodriguez. .

b. Public comment

Sevin said that she made a presentation about the BID to the NC in her role as liaison.

## II. Approval of the minutes of May, 2017

**MOTION:** Approve minutes of May 19, 2017. **Moved: Chan/2<sup>nd</sup> Mandala.** Discussion: Jose R pointed out that the selection of the streets for campers to stay overnight is made by Industrial Zoning, not by the Council's office. **VOTE on corrected motion: Unanimous. Motion passed.**

## III. Discussion and Action Items

a. Presidents Report

Steve said the homeless problem continues to be serious. He has been sued for the second time for ADA compliance.

b. LAPD –SLO Joel Perez

Joel reported a homicide last week near Dino's. Gang violence is increasing due to territorial wars. Social media spread rumors and officers have to spend time correcting them. There will be a Peace March on Saturday, June 24 in LH. The Captain is aware that we want our foot beat back.

c. City Attorney office – Cynthia Gonzalez

The law doesn't give LAPD the authority to tow an rv unless it is a sanitation hazard. They can only ticket them. It is now legal for a 21-year-old to have marijuana. The City will issue licenses to sell marijuana in January. The success rate on getting homeless into services is low.

d. Council Office – Jose Rodriguez

Jose reported that there were 9 proposals for the LHJail which a city panel will review. CD1 pushed for a community advisory panel.

The Pasadena Ave tree replacement project will remove 64 trees – healthy ones will be retained. There will be a flashing beacon at Ave 33, ADA sidewalk, 37 bus stop lights and 8 new bus benches. Jacaranda trees were selected in 2015.

There will be fireworks in Lincoln Park on Sunday, June 25.

The homeless housing that was proposed for LH never was to have been all homeless – that was a misrepresentation. The Inaugural event is June 29 at Plaza de la Raza.

## IV. Vendors Reports

a. Maintenance

Statistics for May: 1241 trash bags removed, 28543 lbs of trash removed, 273 graffiti tags painted out, 220 bulky items removed, 16 hours pressure washing.

There have been large graffitis lately. The City provides paint to the business owners.

b. Security

Sean reported 35 patrol calls for service in February, 81 patrol Bid contacts and 187 officer dispersals. Sean reported that their new software reports every single contact. Sean plans to send the record of calls for service to Joel and Jose.

V. Board Meeting

a. Board member Stella Kim to be replaced with Yong H Lee

**MOTION:** Yong H Lee will replace Stella Kim representing Young Nak on the Board.

**Moved: Chan/2<sup>nd</sup> Kasten.** Discussion: Yong said he wishes to engage with Lincoln Heights. **VOTE: Unanimous. Motion passed.**

b. Security contract renewal – discussion and vote

**MOTION:** Approve rate increase for security from \$19.77 to \$25.44/hour effective July 1, 2017. **Moved: Mandala/2<sup>nd</sup> Chan.** Discussion: LA City minimum wage goes up to \$25.41/hour in July. **VOTE: Unanimous. Motion passed.**

c. BID Renewal update

**MOTION:** Approve budget of \$750,000 for 2019 with categories defined and adjusted.

**Moved: Mandala/2<sup>nd</sup> Olivas.** Discussion: Misty explained that to maintain the same level of service our budget needs to be \$750,000. The new Management District Plan must be submitted by August 1. Our administrative costs are lower than most. The new plan has Administrative and Contingency combined – 18%. Sidewalk maintenance and beautification is 77%. Petitions go out in January. **VOTE: unanimous. Motion passed.**

b. Financial Report

The Lincoln Heights Benefit Association Profit and Loss Budget vs. Actual for January through December 2017 and Profit and Loss Standard Jan-June 13, 2017 were included in the packet.

VI. Adjournment

Meeting adjourned at 1:00 pm.

a. Next meeting September 15, 2017, 11:30am to 1:00pm.

# Lincoln Heights Benefit Association of Los Angeles Board of Directors Meeting Minutes

Date: Friday, November 18, 2016

Time: 11:00am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

## I. General Meeting - Call to Order

Meeting called to order by Steve Kasten, President, at 11:10am.

a. Introductions: Meeting attended by (14): George Cabrera, Sampson Chan, Sean Cohan, Sheri Fierro, Chad Fleetwood, Hortensia Fuentes, Irene Holguin, Misty Iwatsu, Anthony Jackson, Steve Kasten, Armando Martinez, Sevin Riley, Frank Rodriguez, Rick Stoff.

b. Public comment - none

## II. Approval of the minutes of October 21, 2016

**MOTION:** Approve the minutes of the October 21, 2016 meeting. **Moved: Rodriguez/2<sup>nd</sup> Riley.** Discussion: Correction: the motion to approve funds for the Toy Giveaway was for marketing and advertising. **VOTE on corrected motion: unanimous. Motion passed.**

## III. Discussion and Action Items

### a. Presidents Report

Steve presented the letter to Gilbert Cedillo regarding the elimination of the no parking 4-6pm on N Broadway. **MOTION:** Approve letter to Councilman Gilbert Cedillo opposing the no parking restrictions from 4-6pm on North Broadway. **Moved: Rodriguez/2<sup>nd</sup> Fierro.** Discussion: The letter has been revised since the October meeting. **VOTE: unanimous. Motion passed.**

b. LAPD – not present

c. City Attorney office – not present

d. Council Office – not present

## IV. Vendors Reports

### a. Maintenance

Rick reported high graffiti on the LA Baking wall. Chrysalis will be helping at the Christmas Parade. CD1 office said they would take care of the seven dead phone booths. Outdoor Advertising cleaned three corners at Daly and Broadway. Rat traps have been put in the Big Bellies. NE Trees will give us an estimate for the tree trimming in a couple of months. Rick introduced Chad Fleetwood, the new supervisor, and Anthony Jackson. The Chrysalis Scope of Work in LH and Weekly Schedule was presented as well as the 2015 Fact sheet of clients who have been helped to find employment. Statistics for October: 952 trash bags removed, 21896 lbs of trash removed, 295 graffiti tags painted out, 80 bulky items removed, 16 hours pressure washing.

### b. Security

Sean said their officers have received a pay increase to \$12/hour. Business cards have been printed up and more stickers are on the way. Field training on use of force is being conducted. Statistics for October: 14 patrol calls for service, 340 patrol observations made, 354 patrol BID contacts made, 0 arrests, 315 removals.

c. Lincoln Heights Farmers Market – Halloween Festival



There was a costume contest and movie last week at the Farmers Market. Market Match was started in November allowing customers to use EBT and snap card. Misty has applied for a USDA grant for \$70,000, which would provide funding for three years.

V. Board Session

a. Executive Director Report

i. Holiday Parade advertising

**MOTION:** Approve \$1000 for advertising in the Lincoln Heights Holiday Parade.

**Moved: Chan/2<sup>nd</sup> Rodriguez.** Discussion: we advertise in the Parade Program every year. **VOTE: unanimous. Motion passed.**

ii. Vision Zero

Misty applied for grant for Vision Zero program designed to reduce accidents.

Broadway is one of the 6% of street with the most accidents. If we get the grant we could get 30K from the feds to improve Broadway safety.

b. Financial Report

The Lincoln Heights Benefits Association Profit and Loss Standard and the Balance Sheet Standard statements are included in the packet.

VI. Adjournment

Meeting adjourned at 12:40pm.

a. Next meeting January 20, 2017, 11:30am to 1:00pm.

# Lincoln Heights Benefit Association of Los Angeles Board of Directors Meeting Minutes

Date: Friday, October 21, 2016

Time: 11:30am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

## I. General Meeting - Call to Order

Meeting called to order by Steve Kasten, President, at 11:35am.

a. Introductions: Meeting attended by (20): George Cabrera, Sampson Chan, Luis Chavez, Sean Cohan, Sheri Fierro, Chad Fleetwood, Hortensia Fuentes, Irene Holguin, Misty Iwatsu, Steve Kasten, Armando Martinez, Michael Montes, Flavio Olivas Sr, Joel Perez, Charles Ramos, Sevin Riley, Frank Rodriguez, Cesar Rosas, Harish Solanki and Rick Stoff.

b. Public comment

Cesar Rosas, President of the LH Neighborhood Council, stated that the NC is forming an Ad Hoc Committee for the beautification of North Broadway. He would like 2 committee members from each of the 3 organizations in LH- The BID, The NC and the Chamber. Sevin will be on it from the NC.

George Cabrera from the Beacon announced the Day of the Dead Celebration on October 29.

## II. Approval of the minutes of September 16, 2016

**MOTION:** Approve the minutes of the September 16, 2016 meeting. **Moved: Rodriguez/2<sup>nd</sup> Olivas. VOTE: unanimous. Motion passed.**

## III. Discussion and Action Items

a. Presidents Report- Steve referred to the letter to CD1 regarding 4-6 no parking –see item V.c.

b. LAPD- Joel Perez reported 4 robberies of insurance companies. LAPD goes out every two weeks and does outreach to the homeless. LAPD will be out on Halloween. There will be a Carnival on N Broadway on Nov 11-13 sponsored by the Boys and Girls Club.

c. City Attorney office – not present

d. Council Office – not present

## IV. Vendors Reports

a. **Maintenance**-dead trees have been removed, courtesy of Sheri's friend. NE Trees installed 4 new ones. Some of the Big Bellies have roaches. Pictures of graffiti are being sent to Cynthia Gonzales, the Neighborhood Prosecutor. Rick will call AT&T regarding trash behind the fence on Daly. The corner of Broadway and Daly could use extra pressure washing. Statistics for September: 1047trash bags removed, 24081 lbs of trash removed, 208 graffiti tags painted out, 56 bulky items removed, 16 hours pressure washing.

b. Security-activity behind the Mandala Liquor store. Call his cell phone if the truck is in one place for a long time. Statistics for September: 13 patrol calls for service, 326 patrol observations made, 339 patrol BID contacts made, 0 arrests, 2809 removals.

c. Lincoln Heights Farmers Market – Halloween Festival

Costume parade and movie next week at the Farmers Market. Applied for a USDA grant for \$45,000. Discussion about moving the Market

Board Session

### a. Executive Director Report

Election – Nominations close- Last month the nominations were opened, this month closed, per our Bylaws.

### ii. Arroyo Vista Marketing Campaign approval

**MOTION:** Approve \$250 for Arroyo Vista Toy Giveaway. **Moved: Fierro/2<sup>nd</sup> Rodriguez.** Discussion: Irene said that the money is used to buy toys for low-income child patients – we contribute every year. **VOTE: unanimous. Motion passed.**

iii. Gum Removal- Money for gum removal or tree trimming, not both. The last tree trimming was 4-5 years ago. Trimmer has to be licensed and bonded. Steam cleaning often gets rid of gum. Chrysalis will do a survey of where there is greatest need for steam cleaning.

iv. Annual Planning Report approval- 2017 Annual Planning Report presented showing 74% for sidewalk operations and beautification, 6% for District Identity, 14% for Administrative/Corporate Operations, and 6% for Contingency Fees.

**MOTION:** Approve the Lincoln Heights Benefit Association 2017 Annual Planning Report. **Moved: Rodriguez /2<sup>nd</sup> Fierro. VOTE: unanimous. Motion passed.**

iv. Annual Meeting- is in November – attendance required.

b. Financial Report- Profit and Loss Standard and the Budget vs Actual statements are included in the packet.

c. Other business Letter to CD1 re 4-6 no parking tabled until next meeting.

## VI. Adjournment Meeting adjourned at 1:10pm.

a. Next meeting November 18, 2016, 11:00am to 1:00pm, lunch before the meeting.

**Lincoln Heights Benefit Association of Los Angeles  
Board of Directors Meeting Minutes**

Date: Friday, September 16, 2016

Time: 11:30am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

I.

**General Meeting - Call to Order**

Meeting called to order by Steve Kasten, President, at 11:35am.

a. Introductions: Meeting attended by (14): Sean Cohan, Sheri Fierro, Hortensia Fuentes, Misty Iwatsu, Steve Kasten, Dave Mandala, Armando Martinez, Victoria Montes, Michael Montes, Sevin Riley, Abigail Rodriguez, Frank Rodriguez, Harish Solanki and Rick Stoff.

b. Public comment

Vicky Montes, LH Neighborhood Council, to work with the BID and Chamber to improve the appearance of Broadway businesses. Showed pictures of graffiti on phone booths, signs and torn awnings. She was told window graffiti is the property owner's responsibility and 2<sup>nd</sup> story graffiti should call 311. The street level are done by Chrysalis. The BID does street cleaning, security, tree watering and graffiti. Sevin is a member of both the NC and the BID and serve as liaison in the future. Abigail reported that there will be a free flu shot clinic at Arroyo Vista's Highland Park office on October 20.

**II. Approval of the minutes of June 2016**

**MOTION:** Approve the minutes of the June 17, 2016 meeting. **Moved: Fierro/2<sup>nd</sup> Mandala. VOTE: unanimous. Motion passed.**

**III. Discussion and Action Items**

a. Presidents Report- Steve said that things look good but there is always room for improvement.

b. LAPD – not present

c. City Attorney office – not present

d. Council Office – not present

**IV. Vendors Reports**

a. Maintenance -Six dead trees NorthEast Trees will not remove, need bids for removal. Sheri might know someone. Two dead trees in planters will be replaced with palms. Statistics for August: 1063 trash bags removed, 24449 lbs of trash removed, 179 graffiti tags painted out, 16 bulky items removed, 16 hrs pressure washing. Rick to call AT&T to remove old phone booths.

b. Security- 15-20 regular chronic homeless. Officers out walking fifty percent of the time. Discussion how to encourage them to get out of the truck. Should be expected to go in two businesses every day. Need more visibility. Statistics for August: 14 patrol calls for service, 369 patrol observations made, 389 patrol BID contacts made, 0 arrests, 309 removals.

b. Lincoln Heights Farmers Market – Halloween Festival- Totals sales of \$15,992 and expenditures \$21,477. USC grant was for \$10,000. Criticism: not enough farmers, location is not visible. Moving to Sichel or Workman would require paying the City. Harish suggested more prepared food. There could be an uncertified section for backyard growers.

**V. Board Session**

a. Executive Director Report

i. Election – nomination open

**MOTION:** Open nominations to the Executive Board. **Moved: Mandala/2<sup>nd</sup> Fierro.** Discussion: Every year open the nominations at this time. **VOTE: unanimous. Motion passed.**

ii. Lincoln Heights Chamber Halloween bags

**MOTION:** Approve \$1678.20 for Halloween trick/treat bags. **Moved: Fierro/2<sup>nd</sup> Rodriguez.** Discussion: 5000 bags are requested by the LH Neighborhood Council every year. Have the LHNC and LHBA logos on them and are a marketing tool. **VOTE: unanimous. Motion passed.**

iii. Christmas decorations and installation

**MOTION:** Approve \$8400 for putting up and taking down holiday decorations on the light poles. **Moved: Mandala/2<sup>nd</sup> Rodriguez.** Discussion: last year we spent \$946 for a Christmas tree, **VOTE: unanimous. Motion passed.**

iv. Pressure washing vs gum removal- Discussion: need for gum removal at Broadway and Daly. H20 has submitted a bid for \$31,020 for gum removal of the whole district. Harish and Sheri can get other bids. Draft RFP to send to vendors.

v. Annual Meeting- Annual meeting November – attendance required.

b. Financial Report LHBA Profit & Loss Standard and Budget vs Actual statements included in the packet.

c. Other business- Issue- no parking from 4-6 on Broadway. Jose Rodriguez recommended a letter from all three organizations: the NC, the Chamber and the BID. Sevin will agendize the subject at the NC Planning Committee.

**VI. Adjournment- Meeting adjourned at 1:30pm.**

a. Next meeting October 21, 2016, 11:30am to 1:00pm.

# Lincoln Heights Benefit Association of Los Angeles Board of Directors Meeting Minutes

Date: Friday, June 17, 2016

Time: 11:30am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

I.

## General Meeting - Call to Order

Meeting called to order by Steve Kasten, President, at 11:30am.

a. Introductions: Meeting attended by (20): George Cabrerias, Leticia Cazares, Sampson Chan, Sean Cohan, Deborah Creech, Sheri Fierro, Hortensia Fuentes, Cynthia Gonzales, Irene Holguin, Misty Iwatsu, Steve Kasten, Dave Mandala, Armando Martinez, Flavio Olivas, Joel Perez, Veronica Ponthe de Leon, Sevin Riley, Frank Rodriguez, Harish Solanki and Rick Stoff.

b. Public comments -George Cabrerias-El Sereno Concert & Fireworks show on July 2.

## II. Approval of the minutes of May 2016

**MOTION:** Approve the minutes of May 2016 meeting. **Moved:** Chan/2<sup>nd</sup> Rodriguez. **VOTE:** unanimous. **Motion passed.**

## III. Discussion and Action Items

a. Presidents Report -security and maintenance look good.

## VI. Community Reports

a. LAPD -Joel Perez, Senior Lead Officer, LAPD goes through quarterly to shut down illegal vendors. July 7 there will be a Coffee with Cops event at LA Baking. Two footbeat officers here to stay, asked to the November meeting. Public Safety Fair behind the 99cent store on the 20<sup>th</sup>, Farmers Market Day

b. City Attorney office – not present

c. Council Office – not present

## VII. Vendors Reports

a. Maintenance- Lots of graffiti but Chrysalis is keeping up. Statistics for May: 1207 trash bags removed, 27761 lbs of trash removed, 159 graffiti tags painted out, 31 bulky items removed, 16 hours pressure washing.

b. Security -Statistics for April: 13 patrol calls for service, 412 patrol observations made, 425 patrol BID contacts made, 0 arrests, 351 removals. 7-11 on Eastlake has complained of no response, security visited 24 times this month. If a person is causing a disturbance,, it's OK to call 911.

c. Tree watering/trimming- H2O gave two inserts to Reggie

d. Lincoln Heights Farmers Market - High in attendance on Earth Day. The banner is up across Broadway and signage on the street. The NE Sun published an article on the Market. USC approved a \$20,000 grant. The CD 1 newsletter covered the Market. Signs on the Big Bellies. Video on the FM Facebook page.

## V. Board Session

### a. Executive Director Report

i. BID Renewal- Contract ends 12-31-18. Renewal money needs to be budgeted. Get three proposals for engineering Report including Ed Henning. Only boundary change might be removing a couple of houses at Ave 26 and Workman. Main not included because the boundaries must be contiguous. The City required an outside consultant but can do in-house.

ii. Annual Meeting – honoring LAPD, Steve suggested honoring LAPD at our meeting in November.

b. Financial Report- Financial Statements through December 31, 2015 were included in the packet, including the independent accountant's review report.

c. Other Business- Frank brought up the no parking from 4-6 on Broadway. Vera is now working for the Farmers Market - she has resigned from the Board due to conflict of interest.

## IX. Adjournment Meeting adjourned at 1:15pm.

a. Next meeting September 16, 2016, 11:30am to 1:00pm.

Lincoln Heights Benefit Association of Los Angeles  
Board of Directors Meeting Minutes

Date: Friday, May 20, 2016

Time: 11:30am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

I. General Meeting - Call to Order

Meeting called to order by Steve Kasten, President, at 11:35am.

- a. Introductions: Meeting attended by (18): George Cabrerias, Sampson Chan, Sean Cohan, Sheri Fierro, Cynthia Gonzales, Irene Holguin, Misty Iwatsu, Steve Kasten, Selena Kelley, Dave Mandala, Armando Martinez, Andy Paterson, Joel Perez, Sevin Riley, Frank Rodriguez, Jackie Siegal, Harish Solanki and Rick Stoff. New property owners Selena Kelley and Jackie Siegal. Harish reported BiRite property will be mixed use.
- b. Public comments – The LA Baking is going to do a mural on their wall.

II. Approval of the minutes of April 2016 **MOTION:** Approve the minutes of April 2016 meeting. **Moved: Rodriguez/2<sup>nd</sup> Chan. VOTE: unanimous. Motion passed.**

III. Discussion and Action Items

- a. Presidents Report –Steve attended the Boys and Girls Club fundraiser at the Biltmore. White Memorial is rated one of the top 100 hospitals in the US.
- b. LAPD – Joel Perez, Senior Lead Officer, said that gangs are active, especially Clover and Eastlake. use the 311 app when we see graffiti. two footbeat officers – Romo and Martinez.
- c. City Attorney Cynthia- Flyer on the status of the law regarding homeless property. LAPD now has no role in dealing with property on the sidewalk. Property can be removed from private property but they have to be warned. Campers in public lots handled by DOT.

IV. Vendors reports

- a. Maintenance Fact sheet distributed on Chrysalis' work with the homeless. Statistics for April: 1114 trash bags removed, 25622 lbs of trash removed, 126 graffiti tags painted out, 28 bulky items removed, 16 hours pressure washing. Misty will ask Jose from CD1 about access to water.
- b. Security- Statistics for April: 17 patrol calls for service, 378 patrol observations made, 395 patrol BID contacts made, 0 arrests, 322 removals. Andy is available for consultation about security. Sean said there is a decline in all categories. Copper pipes have been stolen. Be careful when painting out graffiti – may be threatened.
- c. Tree watering/trimming- 2 inserts have not been installed, the root balls have grown big making it difficult to install. Inserts are supposed to reduce watering to once every two weeks. Rick is in contact with Aaron at North East Trees. Planters are in bad shape.
- d. Lincoln Heights Farmers Market – Celebrating 1 year anniversary June 8

V. Board session

- a. Election Committee- Election Results- reported that a total of 13 ballots were received. Seven voted for all of the candidates and 6 voted for other people. The candidates on the ballot won.
- b. Executive Director Report
  - i. BID Assessments 2017- Minimum wage will go up from \$10.50 to \$12.50 in July. Cost of security officers will go up to \$142,506. Budgeted for \$159,000. Discussion about increasing assessments. Some BIDs go up 5% every year. **MOTION:** Raise assessments for 2017 by 3%. **Moved: Fierro/2<sup>nd</sup> Mandala. VOTE: 6 ayes, 2 nays, 0 abstentions. Motion passed.**

ii. BID Renewal

The BID renewal timeline was included in the packet. In 2019 will need to pay a consultant and an engineering report. Our consultant has been Marco LiMandri at New City America.

iii. Farmers Market Insurance- quote for \$980.40 for additional Liability insurance. **MOTION:** Allocate up to \$1000 to cover liability for the Farmers Market for one year. **Moved: Mandala/2<sup>nd</sup>Fierro. VOTE: unanimous. Motion passed.**

- d. Financial Report-Profit and loss Budgets vs Actual for Jan- Dec 2016 and for Jan-December 2015 were included in packet.
- e. Other Business - none

VI. Adjournment - Meeting adjourned at 1:30pm.

Next Meeting – June 17, 2016, 11:30am -1pm.

Lincoln Heights Benefit Association of Los Angeles  
Board of Directors Meeting Minutes

Date: Friday, April 15, 2016

Time: 11:30am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

I. General Meeting - Call to Order

Meeting called to order by Steve Kasten, President, at 11:35am.

- a. Introductions: Attended (18): George Cabrerias, Sampson Chan, Guillermo Galvan, Sherry Fierro, Cynthia Gonzales, Shaquil Harris, Irene Holguin, Misty Iwatsu, Steve Kasten, Dave Mandala, Armando Martinez, Pauline Martinez, Flavio Olivas Jr, Vera Padilla, Andy Patterson, Veronica Ponce de Leon, Sevin Riley & Frank Rodriguez.
- b. Public comments – Irene announced that Arroyo Vista had an audit. Vera urged BID board members to vote in the Neighborhood Council election in May.

II. Approval of the minutes of February 2016

**MOTION:** Approve the minutes of March 2016 meeting. **Moved: Holguin/2<sup>nd</sup> Mandala. VOTE: unanimous.**

**Motion passed.**

III. Discussion and Action Items

- a. Presidents Report – Steve has good feedback on maintenance and security. Property values are going up.
- b. LAPD – Sgt Galvan in Community Relations announced that Joel Perez, Senior Lead Officer is back. Property crimes are increasing in Lincoln Heights, as is gang activity. Hondas are particularly desirable targets.
- c. City Attorney Office of Neighborhood Prosecutor – Cynthia Gonzales talked about the graffiti problem – hard to identify the perp. Take pictures of tagging and send to her.
- d. Council Office – Jose not present

IV. Vendors reports

- a. Maintenance Graffiti at 2715 N Broadway. There has been an increase in bulky items. Statistics for March: 1240 trash bags removed, 28520 lbs of trash removed, 167 graffiti tags painted out, 35 bulky items removed, 16 hours pressure washing.
- b. Security- Statistics for March: 30 patrol calls for service, 400 patrol observations made, 430 patrol BID contacts made, 0 arrests, 363 removals. Welcome packs need assembly – Vera said students can do it. Discussion about reducing graffiti – types of lighting. Contact a specialist in tactics to reduce graffiti to give us a presentation. The Dept of Homeland Services is offering to come to sites in the community that are vulnerable and help them prepare for terrorism.
- c. Tree watering/trimming/gum removal- Mando reported that he has attempted to talk to Aaron at Northeast Trees about the missing trees but has not been able to reach him. Steve asked him to try again and come up with a plan to replace the 5 missing trees.
- d. Lincoln Heights Farmers Market-Pauline Publicity is continuing for the Farmers Market. Discussion about banners. Earth Day April 20 flyers distributed designed by a Lincoln HS student. USC is reviewing the grant – it is important to keep the Market open during the winter months. Market community gathering place.

V. Board session

- a. Election Update – Nominations, Board terms- **MOTION:** Accept Vera Padilla and Sevin Riley as Board members contingent upon receipt of nominating forms. **Moved : Rodriguez/2<sup>nd</sup> Mandala.** Discussion: Two community reps, Sevin and Vera, waiting for nominating forms to be returned. **VOTE: unanimous. Motion passed.**  
**MOTION:** Extend the terms of Board members for two years to three year term. **Moved : Rodriguez/2<sup>nd</sup> Mandala.** Discussion: Current term is two years; will have to go through the election process again one year before the renewal. **VOTE: unanimous. Motion passed.** Ballot presented. 2 potential Board members – Harish Solanki & Mr. Mu, Chinese American Vietnamese Friendship Association.
- b. Maintenance Treewatering/trimming RFPs- **MOTION:** Approve contract with Chrysalis for 6 months to perform tree and plant maintenance start on June 2016 and end on November 2016. **Moved: Fierro/2<sup>nd</sup> Mandala.** Discussion: Chrysalis was the lowest bid discuss gum removal at the next meeting. **VOTE: unanimous. Motion passed**
- c. BID renewal- Originally chartered as an Alpha BID but now become a Property BID and renewed in 5 years. Will have to have 51% approval from the property owners in the petition and in the ballot. Need to start the renewal process. Need a consultant and an engineer – this will cost roughly \$75,000. Marco could be the consultant. The Executive Director could do the job.
- e. Financial Report Other Business - none  
Profit & loss Budgets vs Actual Jan- March 2016 and Jan-December 2016 were included in packet.
- f. Other Business - none

VI. Adjournment - Meeting adjourned at 1:30pm.

Next Meeting – May 20, 2016, 11:30am-1pm. Mandatory attendance for Board members.

# Lincoln Heights Benefit Association of Los Angeles Board of Directors Meeting Minutes

Date: Friday, March 18, 2016

Time: 11:30am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

## I. General Meeting - Call to Order

Meeting called to order by Steve Kasten, President, at 11:35am.

a. Introductions: Meeting attended by (14): Joe Albrecht, George Cabrerias, Sampson Chan, Sean Cohan, Sherry Fierro, Cynthia Gonzales, Misty Iwatsu, Steve Kasten, Stella Kim, Dave Mandala, Armando Martinez, Pauline Martinez, Sevin Riley and Frank Rodriguez.

b. Public comments –Misty announced Fig Jam in Highland Park. Arroyo Vista is having five adult health fairs. George announced a car show at Wilson High School. Sevin urged BID board members to vote in the Neighborhood Council election in May.

c. Big Bellies – Joe Albrecht announced that the big bellies have been deployed for 3 month. The trash cans which were picked up once a day are now picked up once a week, when they are full. The pilot project is for 12 months. Battery collection was discussed. **MOTION:** Ask Councilmember Gil Cedillo to explore the possibility of collecting electronic waste in connection with Big Bellies. **Moved: Rodriguez/2<sup>nd</sup> Chan. VOTE: unanimous. Motion passed.**

## II. Approval of the minutes of February 2016

**MOTION:** Approve the minutes of February 2016 meeting. **Moved: Chan/2<sup>nd</sup> Rodriguez. VOTE: unanimous. Motion passed.**

## III. Discussion and Action Items

- a. Presidents Report – Steve is getting calls from possible tenants. Lincoln Heights is improving.
- b. LAPD – Sgt Galvan in Community Relations reported on a stabbing at Bridge St School. Misty asked about training for security by LAPD. We still have our two footbeat officers. Four to six pm no parking was brought up again.
- c. City Attorney Office of Neighborhood Prosecutor – Cynthia Gonzales  
Cynthia reported that the City is being sued about handling of property on Skid Row. There is no place to store homeless property. Property on the sidewalk is being reduced from a misdemeanor to an infraction.
- d. Council Office – Jose not present

## IV. Vendors reports

- a. Maintenance – Rick not present but sent a report  
Statistics for February: 1182 trash bags removed, 27186 lbs of trash removed, 101 graffiti tags painted out, 12 bulky items removed, 16 hours pressure washing. The Big Bellies result in a saving on trash bags, which we pay for. The schedule has been adjusted for the Sidewalk Sale.
- b. Security- Statistics for February: 26 patrol calls for service, 356 patrol observations made, 382 patrol BID contacts made, 0 arrests, 315 removals. Sean is urging officers to go into businesses. Discussion about organizing and monitoring business contacts. Misty asked about the annual training with LAPD. One store on Broadway is blasting loud music.

c. Tree watering/trimming/gum removal

Mando reported that trash is being dumped in the flower pots. All the planters have self-watering systems except three, which have big root balls. Five or six trees need to be replaced – he will give Misty the locations.

d. Lincoln Heights Farmers Market

Pauline reported that publicity now includes a banner on Fierro's building, a notice in the USC campus paper, a CD1 Voice article, and one in the Community Beacon. A student is designing a banner and flyer and social media posts. There is a desk at the Sidewalk Sale. The Market is now accepting EBT. April 20 is Environment day.

V. Board session

a. Election Committee

The Nominating Committee met and put together a slate of nine candidates: Steve Kasten, Sampson Chan, Dave Mandala, Frank Rodriguez, Stella Kim, Vera Padilla, Sevin Riley, Sherry Fierro and Flavio Olivas. Irene Holguin was not present but has expressed her desire to be on the Board. Misty reported that Harish Solanki contacted her regarding running for the Board. The first draft sent out had an error so it has been corrected and remailed. Misty will prepare a ballot for the nominating committee to approve. They will be counted at the April meeting.

b. Maintenance Treewatering/trimming

Five proposals were submitted in response to the RFP: Chrysalis - \$2335 per month; H2O - \$4800 per month; Spectrum - \$7794 per month; NorthEast Trees - \$4200 per month. There are 30 trees and 12 planters. Chrysalis is the least expensive. Discussion was inconclusive – we will bring the proposals to the next meeting and make a decision.

c. Financial Report –profit and loss statement included in packet

d. Other Business - none

VI. Adjournment - Meeting adjourned at 1:35pm.

Next Meeting – April 15, 2016, 11:30am-1pm. Mandatory attendance for Board members.



# Lincoln Heights Benefit Association of Los Angeles

## Board of Directors Meeting Minutes

Date: Friday, February 19, 2016

Time: 11:30am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

I. Call to Order – Meeting called to order by Steve Kasten, President, at 11:40am.

II. Introductions: Meeting attended by (15): George Cabrerias, Sampson Chan, Sean Cohan, Sherry Fierro, Stephanie Garcia, Misty Iwatsu, Steve Kasten, Stella Kim, Dave Mandala, Armando Martinez, Pauline Martinez, Flavio Olivas Sr, Sevin Riley, Frank Rodriguez, Rick Stoff.

III. Public Comment –

Community Beacon and USC not present. Discussion about Andy Vargas scholarship for students at Glen Alta, loud music at businesses on Broadway and food vendors at CVS.

IV. Approval of the minutes of January meeting. **MOTION:** Approve minutes of January 15, 2016 meeting. **Moved: Chan/2<sup>nd</sup> Mandala. VOTE: unanimous. Motion passed.**

V. Discussion and action items

a. President's report

Steve reported that there has been less negative talk.

b. LAPD report – none

c. Neighborhood Prosecutor – Cynthia Gonzales not present

d. Council Office – not present

e. Vendors reports

i. Maintenance- Statistics for January: 953 trash bags removed, 21919 lbs of trash removed, 166 graffiti tags painted out, 19 bulky items removed, 16 hours pressure washing. 'Big Bellies are not being vandalized here. No evaluation of effect of Big Bellies until February and January figures are in. Graffiti at the AT&T building on Ave 24 has been painted out.

ii. Security- Statistics for January: 17 patrol calls for service, 371 patrol observations made, 388 patrol BID contacts made, 0 arrests, 329 removals. Round stickers are on order for businesses; a packet is being made up. Sean said that calls should go to the 800 number, not to the post phone. Between 8:30 and 5 calls are answered by dispatch office. After hours calls go to the 24/7 supervisor.

iii. Tree watering/trimming/gum removal

Mando reported that nine self-watering inserts are installed and three remain. Some have large root balls which make them taller than the inserts. Planters are watered 2X/week and trees 3X/month.

iv. Lincoln Heights Farmers Market

Pauline is applying for a Good Neighbor grant of \$29,000 from USC. April 20 is Environment day. The Center for Sustainable Cities is having a competition for how to make cities sustainable. The Beacon ran a story on the Market.

The suggestion was made to have a non-certified area for homegrown produce. Sherry offered to put a banner on her property on Broadway.

f. Board session

i. Election Committee

The Nominating Committee met and put together a slate of nine candidates: Steve Kasten, Sampson Chan, Dave Mandala, Frank Rodriguez, Stella Kim, Vera Padilla, Sevin Riley, Sherry Fierro and Flavio Olivas. Irene Holguin was not present. The Bylaws say we must have not less than 9 directors or more than 24. A mailing will be sent to the property owners. Ballots must be in by April 8. They will be counted at the April meeting. **MOTION:** Approve Slate submitted by the Nominating Committee. **Moved: Rodriguez/2<sup>nd</sup>Chan. VOTE: unanimous. Motion passed.**

ii. Advertising/Marketing

iii. Christmas Tree

Misty reported that only two trees were left and she advised Vera to purchase one.

iv. 108 East Ave 26 – lease extension

v. **MOTION:** Approve \$450/month including CAM charges for one-year lease extension for maintenance storage. **Moved: Mandala/2<sup>nd</sup> Fierro. VOTE: unanimous. Motion passed.**

vi. Maintenance Tree watering/trimming – RFP

Misty has sent out requests for proposals to H2O, Chrysalis, NorthEast Trees, and the Conservation Corps. We are currently paying \$2384/month to H2O for 30 trees and 12 planters. The RFP should go in the Eastern Group paper. **MOTION:** Approve up to \$200 for RFP for street tree and plant maintenance to be published in the Eastern Group paper. **Moved: Fierro/2<sup>nd</sup> Mandala. VOTE: unanimous. Motion passed.**

vii. Financial report – profit and loss statement in the packet

The Profit and Loss Budget vs. Actual is from 2015 since income has not come in yet.

VI. Other business – none

VII. Adjournment - Meeting adjourned at 1:35pm.

Next Meeting – March 18, 2016, 11:30am-1pm. Mandatory attendance for Board members.

# Lincoln Heights Benefit Association of Los Angeles

## Board of Directors Meeting Minutes

Date: Friday, January 15, 2016

Time: 11:30am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

I. Call to Order – Meeting called to order by Steve Kasten, President, at 11:30am.

II. Introductions: Meeting attended by (14): George Cabrerias, Sampson Chan, Sean Cohan, Irene Holguin, Misty Iwatsu, Steve Kasten, Dave Mandala, Armando Martinez, Flavio Olivas Jr, Vera Padilla, Veronica Ponthe de Leon, Sevin Riley, Frank Rodriguez, Rick Stoff.

III. Public Comment –

Vera announced the NC election in March will be electronic.

Individual contributions accepted for the Frank Wada Scholarship fund of the nonprofit Dollars for Scholars.

IV. Approval of the minutes of November meeting. **MOTION:** Approve minutes of November 20, 2015 meeting. **Moved: Chan/2<sup>nd</sup> Rodriguez.** Discussion: Jose Rodriguez was in attendance; Joe Albrecht (corrected spelling) was from Big Belly, not from CD1. **VOTE on corrected minutes: unanimous. Motion passed.**

V. Discussion and action items

a. President's report

Steve took the opportunity of a new year to reflect on the difficult beginnings of the BID. He believes we are doing a good job. Misty will report next month on the value of the BID services citywide which the City doesn't have to spend.

b. LAPD report – none

c. Neighborhood Prosecutor – Cynthia Gonzales not present

d. Council Office – not present

e. Vendors reports

i. Maintenance- Statistics for November and December: 1225 and 1232 trash bags removed, 28175 and 28336 lbs of trash removed, 140 and 166 graffiti tags painted out, 44 and 24 bulky items removed, 16 and 16 hours pressure washing. Rick said that graffiti is at normal levels. There is graffiti at the AT&T building on Ave 24. No statistics yet on the effect of Big Bellies on trash.

ii. Security- Statistics for November and December: 10 and 12 patrol calls for service, 351 and 361 patrol observations made, 361 and 373 patrol BID contacts made, 0 arrests, 278 and 283 removals. Discussion about passing out another packet to businesses. Sean will check how many stickers he has left and Misty will make up a flyer. Property owners who know their tenants can pass out packets. Sean said that officers are told to handle the calls and observations first and then get out to talk to the businesses.

iii. Tree watering/trimming/gum removal

The Tree watering report by dates is included in the packet. Armando said that a tree on Daly needs replacing. The rains have helped. Two self-watering inserts have been installed. Misty asked to have the rest of the inserts installed by next meeting.

iv. Lincoln Heights Farmers Market

Goal is to make sure it stays open – many markets close in winter. Vera Pauline and Zul have met. A-frame advertising is almost ready. Big Bellies will have a poster for the Market on one side. Sherry offered to put a 25 foot banner on her building on Broadway. EBT has been approved. The LHNC will have a table next month.

f. Board session

i. Elections

Frank Rodriguez offered to take the lead in Frank Wada's absence. Dave Mandala and Sherry Fierro will assist. Nomination forms will be sent out. Possible change to NorthEast Trees for tree watering. Decision will be taken in January

ii. Advertising/Marketing

See plan for security to contact businesses.

iii. Interim VP

Dave Mandala is interim Treasurer and Sampson Chan is Interim Vice President.

iv. Christmas Tree

Vera reported that the Christmas Tree blew down three times and is done for. She found a 15foot tree at Stats which is reduced because they are going out of business. It would be stored at PS Storage on Mission. It is of high quality.

**MOTION:** Approve \$1262 for purchase of a new Christmas tree at Stats.

**Moved: Padilla/2<sup>nd</sup>Mandala.** Discussion: Vera said it will belong to the BID but the NC pays for insurance and storage and for the Treelighting event.

Perhaps the Chamber could contribute. **VOTE: unanimous. Motion passed.**

v. Financial report – profit and loss statement in the packet

Financial report is not finalized as there are invoices still to be paid. Next meeting we should go over the budget, and consider tree watering, advertising and promotion.

VI. Other business – none

VII. Adjournment - Meeting adjourned at 1:25pm.

Next Meeting – February 19, 2016, 11:30am-1pm. Mandatory attendance for Board members.

The missing motion for Arroyo Vista should read: **MOTION:** Approve \$250 for Arroyo Vista Community Health Clinic for Christmas marketing program. **MOVED:** Mandala/2nd Chan. Discussion: Arroyo Vista is not legally allowed to buy gifts, so they are asking for a donation. They give out toys every year. **VOTE:** Unanimous. **MOTION PASSED.**

# Lincoln Heights Benefit Association of Los Angeles

## Board of Directors Meeting Minutes

Date: Friday, November 20, 2015

Time: 11:30am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

I. Call to Order – Lunch at 11:00am, meeting called to order by Steve Kasten, President, at 11:20am.

II. Introductions: Meeting attended by (19): Joe Albrent, George Cabrerias, Sampson Chan, Yea Jin Chin, Sean Cohan, Hortensia Fuentes, Irene Holguin, Misty Iwatsu, Joseph Kalish, Steve Kasten, Taneda Larios, Dave Mandala, Armando Martinez, Pauline Martinez, Vera Padilla, Sevin Riley, Frank Rodriguez, Rick Stoff, Zul Surani.

III. Public Comment –

Vera announced the Treelighting Ceremony will be Saturday, Dec 21.

Zul announced that USC is applying for a large grant for obesity prevention. There will be a survey phase for 2 years; in the third year programs will be developed. He requested a letter of support. **MOTION:** The BID will write a letter of support for USC Health Sciences Campus Community Program for Obesity Prevention study. **Moved: Chan/2<sup>nd</sup> Rodriguez. VOTE: unanimous. Motion passed.** (Irene recused herself).

People related memories of Frank Wada and his many community activities.

IV. Approval of the minutes of October meeting. **MOTION:** Approve minutes of October 16, 2015 meeting. **Moved: Chan/2<sup>nd</sup> Mandala. VOTE: unanimous. Motion passed.**

V. Discussion and action items

- a. President's report – none
- b. LAPD report – none
- c. Neighborhood Prosecutor – Cynthia Gonzales not present
- d. Council Office –
  - i. Joe Albrent from CD1 announced that the installation of the Big Bellies will be completed Tuesday. Our logo will be on one side – Misty is designing. They will be emptied only when full – they have a SIM card that communicates with Sanitation. There was a press conference this morning.
- e. Vendors reports
  - i. Maintenance- Statistics for October: 1356 trash bags removed, 31188 lbs of trash removed, 157 graffiti tags painted out, 24 bulky items removed, 16 hours pressure washing. Rick introduced several workers who are building resumes and getting back on their feet. Twenty-four of the wrought iron trash cans have been removed.
  - ii. Security- Statistics for October: 8 patrol calls for service, 414 patrol observations made, 422 patrol BID contacts made, 0 arrests, 325 removals. Sean said they are doing joint training with LAPD. Discussion about

trespassing authorization letter from LAPD – how to get businesses to complete.

- iii. Tree watering/trimming/gum removal – Armando said tree watering is the same. 16 self-watering pots have been ordered – not here yet.
- iv. Pauline announced approval of a grant from USC for the Farmers Market of \$20,000. They are introducing the SNAP program. Discussion of publicity for the Farmers Market. Possible shuttle to the Farmers Market from USC.

f. Board session

- i. Interim VP

**MOTION:** Sampson Chan will fill the end of the term vacated by Vice President Frank Wada. **Moved: Rodriguez/2<sup>nd</sup> Riley. VOTE: unanimous.** (Sampson abstained) **Motion passed.**

- ii. Maintenance and Tree watering

Possible change to NorthEast Trees for tree watering. Decision will be taken in January

- iii. Financial report – profit and loss statement in the packet

III. Other business

Misty reported that in January we need to prepare a Terrorism Emergency Plan, including CERT, ReadyLA and EMD. Every business should have an emergency preparedness kit.

IV. Adjournment - Meeting adjourned at 1pm.

Next Meeting – Annual Meeting January 15, 2016, 11:30am-1pm. Mandatory attendance.

# Lincoln Heights Benefit Association of Los Angeles

## Board of Directors Meeting Minutes

Date: Friday, October 16, 2015

Time: 11:30am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

I. Call to Order – Meeting called to order by Steve Kasten, President at 11:40am.

II. Introductions: Meeting attended by (18): Gloria Alvarez, George Cabrerias, Sampson Chan, Sean Cohan, Hortensia Fuentes, Cynthia Gonzales, Irene Holguin, Officer Holguin, Misty Iwatsu, Steve Kasten, Stella Kim, Dave Mandala, Flavio Olivas, Sevin Riley, Frank Rodriguez, Janine Souffrant, Rick Stoff, and Frank Wada.

III. Public Comment –Janine Souffrant announced a clinic offering services from counseling to health care at Ave 24 on the second floor. Gloria Alvarez from the Eastern Group Publications wants to increase coverage of our area. George from the Beacon announced El Dia de las Muertes.

IV. Approval of the minutes of September meeting. **MOTION:** Approve minutes of September 18, 2015 meeting. **Moved: Wada/2<sup>nd</sup> Chan. VOTE: unanimous. Motion passed.**

V. Discussion and action items

- a. President's report – none
- b. LAPD – Officer Holguin, who is the Senior Lead for the Broadway corridor reported a couple of assaults as well as thefts at Wakefield, 99cents and AT&T. Two officers on the foot patrol are on the street 15 days out of a 4 week period.
- c. Neighborhood Prosecutor – Cynthia Gonzales announced the Los Angeles Homeless Court Clinic to help the homeless resolve legal problems. The coordinated entry system helps to track the homeless.
- d. Council Office – Jose not present. The big bellies will be installed in November. It takes a month to get the signs made. Reggie will pull out the old trash cans and we will store until they are placed somewhere else.
- e. Vendors reports
  - i. Maintenance- Statistics for September: 1211 trash bags removed, 27853 lbs of trash removed, 211 graffiti tags painted out, 38 bulky items removed, 16 hours pressure washing. Rick said the alleys and under control. Sidewalk graffiti requires a deep cleanser which can be toxic. It has to be done repeatedly.
  - ii. Security- Statistics for September: 15 patrol calls for service, 343 patrol observations made, 358 patrol BID contacts made, 0 arrests, 296 removals. The new truck is an improvement.
  - iii. Tree watering/trimming/gum removal – Armando said that 5 trees need to be replaced out of 147 and a lot of trees need trimming especially West of the 5 Fwy.
- f. Board session
  - i. Legislative  
**MOTION:** Approve the Lincoln Heights Business and Community Benefit District Alpha PBID 2016 Annual Planning Report. **Moved: Wada/2<sup>nd</sup> Mandala. Discussion:** Misty included a letter the City Clerk and the 2016 Annual Planning Report in our

- packet. We anticipate \$111,596 surplus revenue. **VOTE: unanimous. Motion passed.**
- ii. Advertising – **MOTION:** Approve \$1050 for a half-page ad in the Beacon for three months. **Moved: Wada/2<sup>nd</sup> Mandala.** Discussion: The quote from the NE Sun will come in January. **VOTE: unanimous. Motion passed.**
  - iii. Holiday decorations  
**MOTION:** Approve up to \$8500 for holiday decorations. **Moved: Wada/2<sup>nd</sup> Holguin.**  
**VOTE: unanimous. Motion passed.**
  - iv. Lincoln Heights Farmers Market  
Misty reported that we have two new vendors – one left. \$5800 was received in booth fees; \$7200 went out for expenses. Misty recommended A frame signs on rollers. We need better traffic control in the parking lot – could we find a volunteer? Once the market is established we can move to the street – the Councilman will not approve street closure until we are successful.
  - v. Elections procedure and nominations  
**MOTION:** Move election to January 2016. **Moved: Chan/2<sup>nd</sup> Wada.** Discussion: Misty said the nominations committee has to make up a slate. We can do the nominations in January and send out the ballots in February. There are 235 property owners – under 100 vote. **VOTE: Unanimous. Motion passed.**
  - vi. Annual Planning Report – see legislative
  - vii. Financial report – Profit and Loss Budget vs Actual Jan –Sept 2015 and Balance Sheet Standard as of October 15 included in packet. VII. Other business

#### VI. Other business

Irene asked for support for an HRSA grant for Arroyo Vista. This is a competitive grant that comes up every three years. **MOTION:** The Lincoln Heights Benefit Association of Lincoln Heights will write a letter of support from Arroyo Vista's application for a HRSA grant. **Moved: Wada/2<sup>nd</sup> Rodriguez.**  
**VOTE: unanimous. Motion passed.**

VII. Adjournment – meeting adjourned at 1:15pm.

VIII. Next meeting: Annual Meeting November 20, 11:00am-1:00pm. Board member attendance mandatory.



# Lincoln Heights Benefit Association of Los Angeles

## Board of Directors Meeting Minutes

Date: Friday, Sept. 18, 2015

Time: 11:30am-1:00pm

Location: Arroyo Vista Family Health Center, 2411 N Broadway, LA 90031

I. Call to Order – Meeting called to order by Steve Kasten, President at 11:40am.

II. Introductions: Meeting attended by (15): Officer Camacho, Sampson Chan, Sean Cohan, Hortensia Fuentes, Cynthia Gonzales, Irene Holguin, Misty Iwatsu, Steve Kasten, Vera Padilla, Sevin Riley, Frank Rodriguez, Jose Rodriguez, Jesse Rosas, Rick Stoff, and Frank Wada.

III. Public Comment – Irene announced free flu shots in Hi Park on October 22. Jesse announced an event sponsored by the NE Business Association on Sept. 25 honoring business people in the NE. Vera announced the NC Halloween celebration on Oct 31.

IV. Approval of the minutes of June meeting – minutes not available

V. Discussion and action items

- a. President's report – none
- b. LAPD – Officer Camacho introduced herself. Discussion about footbeats in LH – Officers Romo and Martinez.
- c. Neighborhood Prosecutor – Cynthia Gonzales, neighborhood prosecutor, reported an increase in ID theft.
- d. Council Office –Contract for Big Bellies was approved yesterday for a 1 year pilot. Feedback appreciated. They are located in the most heavily trafficked areas. Two sides will have panels promoting the BID, and two the Council office. After the pilot they will be evaluated. Discussion about homeless problem. There is a coordinated entry system to keep track of contacts with homeless.
- e. Vendors reports
  - i. Maintenance- Statistics for August: 1209 trash bags removed, 27807 lbs of trash removed, 168 graffiti tags painted out, 19 bulky items removed, 16 hours pressure washing. All the trees have been remulched. Graffiti is not up. Big bellies will not change the amount of trash, will just consolidate it – Chrysalis will sweep more, empty less. Graffiti Busters removes big graffiti, Chrysalis the small graffiti.
  - ii. Security- Statistics for July: 12 patrol calls for service, 369 patrol observations made, 381 patrol BID contacts made, 0 arrests, 311 removals
  - iii. Tree watering/trimming/gum removal –replacement trees - \$2-300 per tree. Misty authorized him to replace any missing trees – she will talk to Aaron at NorthEast Trees. Three palm trees need replacement.
- f. Board session
  - i. Halloween bags  
**MOTION:** Allocate an amount up to 5% over last year's allocation for the purchase of Halloween bags. **Moved: Chan/2<sup>nd</sup> Rodriguez. VOTE: unanimous. Motion passed.**
  - ii. Christmas Advertising –NC is not asking for funding for flyers for the Parade this year because last year the BID was not credited.
  - iii. Lincoln Heights Farmers Market –Need to promote the market.
  - iv. Security vehicle - General Security has bought a new Tacoma truck. Signs to be attached Tree watering- watering systems – **MOTION:** Allocate approximately \$3000 for ten watering systems. **Moved: Rodriguez/2<sup>nd</sup> Riley.** Discussion: We have 12 planters; two have watering systems. Misty recommends buying 10 more. **VOTE – unanimous. Motion passed.**
  - v. Elections procedure and nominations  
Nominations will be open next month. Community representatives will need to get form filled out by property owners.
  - vi. Financial report – Profit and Loss Budget vs Actual Jan –Sept 2015 and Balance Sheet Standard included in packet.
  - vii. Other business – none
  - viii. Adjournment – meeting adjourned at 1:30pm.
  - ix. Next meeting: October 16, 2015, 11:30am-1:30pm. Board member attendance mandatory.

# Lincoln Heights Benefit Association of Los Angeles

## Meeting Minutes of the Meeting of the Board of Directors

Date: Friday, May 15, 2015

Time: 11:30am to 1:00pm

Place: 163 S Avenue 24, Suite 201, Los Angeles 90031

I. General meeting – Call to Order.

Meeting called to order at 11:35 by Steve Kasten, President

II. Introductions - In attendance:(19) Jaime Bautista, George Cabrera, Yea Chin, Sean Cohan, Sherry Fierro, Hortensia Fuentes, Cynthia Gonzales, Irene Holguin, Misty Iwatsu, Steve Kasten, Dave Mandala, Armando Martinez, Flavio Olivas, George Pantazis, Vera Padilla, Sevin Riley, Frank Rodriguez, Rick Stoff and Frank Wada.

III. Public Comment

Discussion about the increase in the homeless population, which is up 12% over last year. If they are on private property, they can be removed. They can't block the sidewalk. The City was sued for removing property of the homeless.

IV. Approval of the minutes of April 17, 2015

**MOTION:** Approve minutes for April 17, 2015. **Moved:** Holguin/2<sup>nd</sup> Olivas. **VOTE:** unanimous.

**Motion passed.**

II. Discussion and Action Items

a. President's Report

Steve said that we are doing a good job.

b. Council office – no report

c. LAPD

Frank Wada reported that Hollenbeck will have four new footbeats.

d. City Attorney Neighborhood Prosecutor

Cynthia Gonzales, the Neighborhood Prosecutor, said there was an illegal swap meet at Humboldt and Ave 27 which was cited. Council members Price and Huizar are working on a vending ordinance. Forty BIDs oppose it.

e. Vendors Reports

i. Maintenance

Rick said that they are hitting the alleys off of Eastlake and Daly. Calls about trash and graffiti should go directly to Misty. AT&T lot has trash but Rick calls them and they take care of it. Concerning Big Bellies, 1196 trash bags removed, 27508 lbs of trash removed, 213 graffiti tags painted out, 34 bulk items removed, 16 pressure washing hours.

ii. Security – Sean Cohan reported that March statistics are: 15 calls for service, 341 patrol observations made, 356 patrol contacts made, 0 arrests made and 299 removals. iii. Tree watering/trimming – gum removal

Mando reported that trees were watered 3 times in April, planters were watered twice a week and 24 hours of gum removal were performed.

f. Executive Board Session

i. LH Farmers Market will be on the parking lot behind the 99cent store. The Market will open on Wednesday, June 3 from from 3-7pm and every Wednesday throughout June. There will be a rally on May 27 from 5-7pm to get people excited. 20,000 post cards have been printed. The BID paid \$390 for them but we may get reimbursed

ii. Security and Maintenance increases

The gum removal contract ends in June. Mando is almost done. We have requested his schedule and not received it. Also he is supposed to have liability insurance and workman's comp as an independent contractor – does he? We cannot renew without it.

f. Financial Report

The financial report shows total expenses in 2015 of \$199,063.

VI. Other business -none

VII. Adjournment

Meeting adjourned at 1:25pm.

VIII. Next meeting: Friday, June 19, 2015 at 11:30am-1pm at 163 S Ave 24, Suite 201, LA 90031

# Lincoln Heights Benefit Association of Los Angeles

## Meeting Minutes of the Meeting of the Board of Directors

Date: Friday, April 17, 2015

Time: 11:30am to 1:00pm

Place: 163 S Avenue 24, Los Angeles 90031

I. General meeting – Call to Order.

Meeting called to order at 11:30 by Steve Kasten, President

II. Introductions - In attendance:(17) Frank Binch, George Cabrera, Sampson Chan, Sean Cohan, Richard Enriquez, Sherry Fierro, Irene Holguin, Misty Iwatsu, Steve Kasten, Armando Martinez, Vera Padilla, Sevin Riley, Frank Rodriguez, Jose Rodriguez, Rick Stoff, Officer Tavera, and Frank Wada.

III. Public Comment

Frank Binch and Richard Enriquez from the Optimists Club made an appeal for support from leaders in the community.

IV. Approval of the minutes of March 20, 2015

**MOTION:** Approve minutes for March 20, 2015. **Moved: Holguin/2<sup>nd</sup> Chan. VOTE: unanimous. Motion passed.**

II. Discussion and Action Items

a. President's Report- Steve said that people are still not sure what the BID does or that we clean the streets

b. Council office - Jose Rodriguez reported on the Keep It Clean initiative, assistance for homeless and the design of Albion Park. The CAO has asked for bids to upgrade the LH Jail. The focus on Daly will be removed.

c. LAPD - Joel Perez will be back soon as our Senior Lead officer.

d. City Attorney Neighborhood Prosecutor

Cynthia Gonzales, the Neighborhood Prosecutor, said she deals with quality of life issues, working with the Senior Lead Officer. She tries to solve problems before prosecution. For illegal dumping call 1-800-974-9794.

e. Vendors Reports

i. Maintenance

Rick said that they are hitting the alleys on Wednesdays for weeds, graffiti and bulky items.

ii. Security –March statistics are: 20 calls for service, 319 patrol observations made, 339 patrol contacts made, 0 arrests made and 309 removals. He met with Dollar Tree about cleaning the City lot behind it.

iii. Tree watering/trimming

Trees were watered 3 times in March, planters were watered twice a week and 24 hours of gum removal were performed.

f. Executive Board Session

i. LH Farmers Market

Misty presented a business plan on the Farmers Market. The BID would be responsible after June 30. She thinks the BID can do it. There are two possible locations: Sichel South of Broadway and Ave 24 North of Broadway. Ave 24 would be better because it is farther from existing markets and Sichel Street to the South is a very long block. Ultimately it should break even. \$50,000 USC grant will need to be renewed in order for market to succeed. **MOTION:** Approve the Farmers Market proposal with the BID as the Market Operator. **Moved: Chan/2<sup>nd</sup> Wada. VOTE: 6 ayes, 1 nay, 1 abstention. Motion passed.**

ii. Security and Maintenance increases

Chrysalis and General Security will go up – minimum wage is going up \$1.00. We budgeted for \$622,742 and received \$671,769. We received some delinquent tax payments. Insurance might go up.

recommendation to not go to 24/7 security. We will have \$21,415 more income if we increase assessments 2%. **MOTION:** Approve assessment increase of 2% for 2015-2016. **Moved: Chan/2<sup>nd</sup> Wada. VOTE: unanimous. Motion passed.**

f. Financial Report

The financial report shows total expenses in 2015 of \$156,113.

VI. Other business -none

VII. Adjournment

Meeting adjourned at 1:00pm.

VIII. Next meeting: Friday, May 15, 2015 at 11:30am-1pm at 164 S Ave 24, LA 90031

# Lincoln Heights Benefit Association of Los Angeles

## Meeting Minutes of the Board of Directors

Date: Friday, March 20, 2015

Time: 11:00am to 1:00pm

Place: 2223 N Broadway, Los Angeles, CA 90031

### I. General meeting – call to order

Meeting called to order at 11:30am by Steve Kasten, President

### II. Introduction – In attendance: (11)George Cabrera, Sampson Chan, Sean Cohan, Sherry Fierro, Hortensia Fuentes, Stella Kim, David Mandala, Irene Pena, Sevin Riley, Frank Rodriguez and Frank Wada.

### III. Public Comment

#### a. Optimimist Club

#### b. Irene Pena – USC Farmers Market

Irene from Proyecto Jardin explained that the original grant to start the Farmers Market ends on June 30th and another 30K is needed. The Market is expected to be self-sustaining in 2-3 years. It is to be held on Fridays from 3-7pm. The original location was Lincoln Park, but Broadway would have more foot traffic. There will be 2 employees – EBT and a manager. Irene is requesting funding as well as participation in the leadership council. The BID can't contribute if it is not within our boundaries. Misty offered to help with advice.

### IV. Approval of the minutes of January 16, 2015

George pointed out that his name was misspelled – it's Cabrera, not Cabrerias. **MOTION:** Approve the minutes from January 16, 2015 with the corrected spelling of George Cabrera's name. **Moved: Wada/2<sup>nd</sup> Rodriguez. VOTE: unanimous. Motion passed.**

### V. Discussion and action items

#### a. President's report

Steve reported that the Boys and Girls Club is having a fundraiser April 2. A complaint was made by Bob Hanna about service. Sean said that he has been by the gas station 6 times in February. He will go by and ask Bob if there's anything he needs. Armando said that he pressure washed the front of his gas station.

#### b. Council office – no present

#### c. LAPD – not present

#### d. Vendor reports

#### I. Maintenance

Statistics from Chrysalis for January: 1133 trash bags, 26059 lbs trash, 234 graffiti tags, 24 bulk items, 16 pressure washing hours.

#### ii. Security

Statistics for February: 11 patrol calls for service, 340 patrol observations made, 351 patrol BID contacts made, 0 patrol arrests made, 304 removals. Sean said they are still doing vacant property checks. Jaime Batista is now the lead officer at General Security. The number of homeless is increasing – there are 10-15 regulars.

#### iii. Tree watering

The total trees watered in 2014 was 5,292 - some were trimmed and mulched. 1668 planters were watered - some had soil replaced and palms replaced. 174 hours of gum removal.

#### e. Executive Board Session

##### i. Marketing and advertising

Misty is looking into new signage on trash cans.

##### ii. 2014 review, 2015 Budget, 2016 Planning

We will decide in April if we need to increase assessments. Chrysalis has not said how much they will increase their rates. We could increase our assessment up to 5%.

##### iii. 2019 Renewal

We will need to hire a consultant – Marco Limandri? Misty will contact him.

iv. Security

We could increase security to 24 hours/day at a cost of around 2K/month. The hourly rate will go up 50cents. We will decide in April.

v. Treasurer's position

William Aparicio has resigned as Treasurer. Flavio offered to serve as interim Treasurer. Dave Mandala said he would be willing to serve but he is out of the area.

f. Financial Report

The financial report shows total income in 2014 of \$671,769.99 and total expenses of \$533,175.66.

III. Other business

Sevin announced the Startup Lincoln Heights event hosted by the Chamber of Commerce will be held on May 9.

IV. IV. Adjournment

Meeting adjourned at 1:20pm.

Next Board meeting April 17, 2015, 11:30am-1:30pm. Board member attendance is mandatory.

# Lincoln Heights Benefit Association of Los Angeles

## Meeting Minutes of the Meeting of the Board of Directors

Date: Friday, January 26, 2015

Time: 11:00am to 1:00pm

Place: 2223 N Broadway, Los Angeles 90031

I. General meeting – Call to Order.

Meeting called to order at 11:30 by Steve Kasten, President

II. Introductions - In attendance:(18) George Cabrerias, Jason Chai, Ik Hyung Chai, Sampson Chan, Emily Chin, Sean Cohan, Hortensia Fuentes, Jessica Gomez, Misty Iwatsu, Steve Kasten, Dave Mandala, Armando Martinez, Flavio Olivas Jr, Vera Padilla, Sevin Riley, Frank Rodriguez, Frank Wada and Steve Wakimoto.

III. Public Comment

There have been two deaths in the business community: Norma Olivo and Richard Friedberg.

IV. Approval of the minutes of November 21.

**MOTION:** Approve minutes for November 21, 2014. **Moved: Wada/2<sup>nd</sup> Padilla. VOTE: unanimous. Motion passed.**

V. Discussion and Action Items

a. President's Report

Steve said that William Aparicio has resigned as Treasurer and is selling his building.

b. Council office – no report

c. LAPD – not present.

d. Vendors Reports

i. Maintenance –The crew is staying on top of the weeding and mulching in the treewells. The workers have new blue polyester uniforms. Statistics for December: 1319 trash bags removed, 30337 pounds, 230 graffiti tags removed, 8 bulk items, 16 pressure washing hours.

ii. Security –December had 10 calls for service, 380 patrol observations made, 390 patrol contacts made, 0 arrests made and 15 bike/foot patrol contacts made. Misty said that security is now provided three days a week for 16 hours –she would like to increase to 24/7. Foot patrols are no set time but officers are advised to get out of their cars and walk.

iii. Tree Watering/Trimming

Mando reported that he put in two inserts and is checking them out. Gum removal will start again on Broadway up to the 5 Freeway to Lincoln Park Ave on the South side. He has not been able to reach Aaron at NorthEast Trees

e. Executive Board Session

i. LH Holiday Parade recap

The Parade was well received with greater attendance than ever. Due to time constraints the BID did not get acknowledged in the Program. A video of the Parade is on [mvpchannel.net](http://mvpchannel.net).

ii. Marketing and Advertising

Full-page in the December/January issue of the Beacon. There will be an article on the BID in the April/May issue. We have the site and domain for a website - maybe students at the high school can build it. Vera will talk to the Skills Center – they should get a stipend.

iii. 2015 Goals

Misty suggested allocating \$20,000 for more trash cans and two more inserts. Red color on the Holiday decorations is fading – will need to be replaced. Steve said we have been weak on marketing – ad in the Beacon is good.

f. Financial Report

The financial report shows expenses for Jan-Dec 2014 of \$520,720.82 with income of \$519,844.02.

VI. Other business -none

VII. Adjournment

Meeting adjourned at 1:00pm.

VIII. Next meeting: Friday, February 20, 2015 at 11:30am-1pm at 2223 N Broadway

# Lincoln Heights Benefit Association of Los Angeles

## Meeting Minutes of the Annual Meeting of the Board of Directors

Date: Friday, November 21, 2014

Time: 11:00am to 1:00pm

Place: The Café in the Heights, 3510 N Broadway, Los Angeles 90031

I. Call to Order: After the luncheon at 11am, meeting called to order at 11:45 by Steve Kasten, President

II. Introductions - In attendance:(18) William Aparicio, Ron Ballesteros, Sampson Chan, Sean Cohan, Hortensia Fuentes, Irene Holguin, Misty Iwatsu, Steve Kasten, Dave Mandala, Armando Martinez, Flavio Olivas Jr, Vera Padilla, Andrew Patterson, Sevin Riley, Frank Rodriguez, Yea Jin Shin, Rick Stoff and Frank Wada.

III. Public Comment - none

IV. Approval of the minutes of October 17, 2014.

**MOTION:** Approve minutes for October 17, 2014. **Moved: Chan/2<sup>nd</sup> Holguin. VOTE: unanimous.**

**Motion passed.**

V. Discussion and Action Items

a. President's Report

Steve said we are doing a great job - no complaints. We need to explain to the businesses that security is funded by BID.

b. Council office – no report

c. LAPD – not present. Our Senior Lead Officer, Joel Perez, is ill.

d. Vendors Reports

i. Maintenance – Rick introduced Chrysalis workers and thanked us for giving them a chance. Trash is still going to the transfer station. Statistics for October: 1301 trash bags removed, 29923 pounds, 212 graffiti tags removed, 23 bulk items, 16 pressure washing hours.

ii. Security – Sean Cohan reported a busy month in September with 13 calls for service, 300 removals, 412 patrol observations made, 0 arrests made and 14 bike/foot patrol contacts made. Stickers are being handed out to businesses. The vehicle redesign has been submitted to Misty. Welcome packets should be available in January. Patrol observations are up due to an increase in transients.

iii. Tree Watering/Trimming

Mando reported that all trees are getting watered 3 times a month; planters, 3 times a week. No more plants have been stolen. Sidewalk cleaning is done on Broadway up to the 5 Freeway

e. Executive Board Session

i. Marketing and Advertising

**MOTION:** Approve \$1650 for a full-page ad with recommended changes in the next 3 issues of the Community Beacon. **Moved: Wada/2<sup>nd</sup> Mandala.**

Discussion: We will be able to make changes in successive issues. Discussion about providing free wifi. **VOTE: unanimous. Motion passed.**

ii. 2015 Goals

Invite Mike Vincent to talk to us about free wifi. Get a website.

f. Financial Report

The financial report shows expenditures for Jan-Dec 2014 of \$520,495.61 with total income of 519618.81.

VI. Other business -none

VII. Adjournment

Meeting adjourned at 1:00pm.

VIII. Next meeting: Friday, January 16, 2015 at 11:30am at 2223 N Broadway

# Lincoln Heights Benefit Association of Los Angeles

## Meeting Minutes of the Board of Directors

Date: Friday, October 17, 2014

Time: 11:30am to 1:00pm

Place: The Café in the Heights, 3510 N Broadway, Los Angeles 90031

I. Call to Order: Meeting called to order at 11:30 by Steve Kasten, President

II. Introductions - In attendance:(15) Sampson Chan, Sean Cohan, Hortensia Fuentes, Irene Holguin, Misty Iwatsu, Steve Kasten, Dave Mandala, Armando Martinez, Flavio Olivas Jr, Flavio Olivas Sr, Sevin Riley, Frank Rodriguez, Yea Jin Shin, Rick Stoff and Frank Wada.

III. Public Comment

George Cabrera from the Beacon announced their first anniversary and suggested we take out an ad. WSS shoes will be moving into the old Michael's store. Austin Fernald has been promoted – our Senior Lead Officer is now John Pedrosa. Discussion about 4-6 no parking. The City will look at the traffic count. The City is going forward with the franchising of trash pickup – there will be one company for each area. There will be lots of conditions to win the contract. Currently it is free to dump at the transfer station on San Fernando Rd. Could nonprofits be excluded? **MOTION:** Write a letter to the City Clerk requesting that nonprofits be exempted from trash pickup charges on the grounds that the BID is performing the City's job. **Moved: Rodriguez/2<sup>nd</sup> Mandala. VOTE: unanimous. Motion passed.**

IV. Approval of the minutes of September 19, 2014.

**MOTION:** Approve minutes for September 19, 2014. **Moved: Chan/2<sup>nd</sup> Wada. VOTE: unanimous. Motion passed.**

V. Discussion and Action Items

a. President's Report

Steve said we are doing a great job - no complaints.

b. Council office – no report

c. LAPD – not present

d. Vendors Reports

i. Maintenance – Rick gave Misty a list of where the new cans should go. We have 13 new trash cans and 42 plastic lids. Some trash cans were hit and are not useable. Signs for trash cans have been made up with a new design.

ii. Security – Sean Cohan reported a busy month in September with 300 removals, 368 patrol observations made and 381 patrol contacts made. General Security's graphic design vendor is working on a new design for the patrol vehicle. Officers are still doing vacant building checks.

iii. Tree Watering/Trimming

Everything is the same except that each tree gets one gallon less due to the water shortage. One plant was stolen. We have two inserts - Mando will decide where to put them. The City is discussing tree trimming expenditures. Gum removal is starting at Young Nak on the West end.

e. Executive Board Session

i. Streetscape purchase

ii. Annual Planning Report approval

**MOTION:** Approve 2015 Annual Plan Report. **Moved: Mandala/2<sup>nd</sup> Wada.**

Discussion: The report to the City Council on our plans for the next year is due November 1. It is included in the packet - basically the same as last year. There is not much surplus. The contingency is to cover those who don't pay. We raised our assessments twice but not this year. **VOTE: unanimous. Motion passed.**

f. Financial Report

The financial report shows expenditures for Jan-Dec 2014 of \$511,146.18

VI. Other business

VII. Adjournment

Meeting adjourned at 1:00pm.

VIII. Next meeting: Friday, November 21, 2014 at 11:00am at 3233 N Broadway



# Lincoln Heights Benefit Association of Los Angeles

## Meeting Minutes of the Board of Directors

Date: Friday, September 19, 2014

Time: 11:30am to 1:00pm

Place: The Café in the Heights, 3510 N Broadway, Los Angeles 90031

I. Call to Order: Meeting called to order at 11:30 by Steve Kasten, President

II. Introductions - In attendance: (15) William Aparicio, Sampson Chan, Sean Cohan, Hortensia Fuentes, Irene Holguin, Misty Iwatsu, Steve Kasten, Dave Mandala, Armando Martinez, Flavio Olivas, Vera Padilla, Sevin Riley, Frank Rodriguez, Rick Stoff and Frank Wada.

III. Public Comment

Dave Mandala mentioned the curbs which make the neighborhood look tired. He asked if the city would provide stencils and paint; we could paint 1 block per month. Misty said she will ask Jose Rodriguez to put in a request to DOT. Frank Rodriguez asked if there's any movement on the 4-6pm no parking on Broadway. Sevin said we would need to do a petition and engage the Chamber and the nc. Irene said Arroyo Vista is giving free flu shots on October 23 from 8:30-12. Anyone can get shots.

IV. Approval of the minutes of June 20, 2014, 2014.

**MOTION:** Approve minutes for June 20, 2014. **Moved: Chan/2<sup>nd</sup> Hoguin. VOTE: unanimous. Motion passed.**

V. Discussion and Action Items

a. President's Report

Steve said he has heard no complaints. He talked to the landlord of the BiRite and the property has been cleaned up. He pointed out that at tax time we should publicize what we are doing. Property owners think the City does it. We should talk about that on October 17.

b. Council office – no report

c. LAPD – not present

d. Vendors Reports

i. Maintenance – Totals for August 2014: 1114 trash bags, 25622 pounds of trash, 310 graffiti tags, 12 bulky items, 16 pressure washing hours. Chrysalis will do extra cleanup for the Sidewalk Sale Oct 10-11-12.

ii. Security – Totals for August 2014: 11 calls for service, 344 observations made, 355 patrol contacts made, 0 arrests made, 11 bike/foot contacts made. Vehicle patrols 58%, foot patrols 42%. Officers are still doing vacant building checks.

iii. Tree Watering/Trimming

Two trees need replacing. Gum removal has started – most of Pasadena Ave is done, moving to Broadway. Will be done by the end of the year and then again starting in January. The plants in the planter opposite CVS need replacing. NorthEast Trees has submitted an estimate for pruning of \$80 per tree for 30 trees.

e. Executive Board Session

i. Streetscape purchase

LHBA purchased 13 32-gallon trash receptacles and 41 replacement plastic lids and two self-watering inserts for the planters.

ii. Halloween Bags

**MOTION:** Purchase 5000 bags for Halloween candy not to exceed 5% over last year's cost.

**Moved: Padilla/2<sup>nd</sup> Wada.** Discussion: Vera said that they are plastic reusable bags. Any leftovers are given to Sacred Heart. **VOTE: unanimous. Motion passed.**

iii. Christmas Décor

**MOTION:** Approve \$7000 to install and remove holiday decorations on light poles, not to exceed 5% more than last year's cost. **Moved: Wada/2<sup>nd</sup> Rodriguez.** Discussion: Misty said that we own the decorations – they are still good. **VOTE: unanimous. Motion passed.**

f. Financial Report

The financial report shows expenditures for Jan-Dec 2014 of \$376,809. LHBA received \$5000 from DWP for holiday decorations.

VI. Other business

**MOTION:** Approve \$1000 for Lincoln Heights Holiday Parade. **Moved: Riley/2<sup>nd</sup> Wada.**

Discussion: This is a Neighborhood Council project – we contributed last year. Vera said that the money goes for printing – it is paid directly to the printer. **VOTE: unanimous. Motion passed.**

VII. Adjournment

Meeting adjourned at 1:00pm.

VIII. Next meeting: Friday, November 20, 2014 at 11:30am at Lincoln High School (tentative)

# Lincoln Heights Benefit Association of Los Angeles

## Meeting Minutes of the Board of Directors

Date: Friday, June 20, 2014

Time: 11:30am to 1:00pm

Place: The Café in the Heights, 3510 N Broadway, Los Angeles 90031

I. Call to Order: Meeting called to order at 11:30 by Steve Kasten, President

II. Introductions - In attendance:(15) Sampson Chan, Sean Cohan, Fabiola Enriquez, Hortensia Fuentes, Misty Iwatsu, Steve Kasten, America Lopez, Dave Mandala, Armando Martinez, Flavio Olivas, Vera Padilla, Sevin Riley, Frank Rodriguez, Rick Stoff and Frank Wada.

III. Public Comment - Curbs need painting and repairing.

IV. Approval of the minutes of May 16, 2014.

**MOTION:** Approve minutes for May 16, 2014. **Moved: Chan/2<sup>nd</sup> Mandala.** Discussion: LHNC has not yet voted to approve \$1850 for the Big Belly. **Corrected motion:** Approve minutes for May 16, 2014 with the correction that the LHNC is in the process of approving \$1850 for the Big Belly. **VOTE: 6 ayes, 1 abstention. Motion passed.**

V. Discussion and Action Items

a. President's Report Steve announced two golf tournaments to raise money for scholarships.

b. Council office – not present

c. LAPD – not present

d. Vendors Reports

i. Maintenance – Rick reported that there has been a lot of graffiti lately. Reggie checks daily. Totals for May 2014: 1181 trash bags, 27163 pounds of trash, 308 graffiti tags, 12 bulky items, 16 pressure washing hours.

ii. Security – Sean Cohan reported totals for April 2014: 10 calls for service, 362 observations made, 383 patrol contacts made, 0 arrests made, 11 bike/foot contacts made. Vehicle patrols 55%, foot patrols 45. Sean said there are more transients lately – everybody should have General Security's number. Officers are still doing vacant building checks. Officers should revisit the businesses 2X/year. The officers should wear the polo shirt with LHBA on it for greater visibility.

iii. Tree Watering/Trimming

Gum removal has started. Replaced the palms in two planters. They are watered 3 times/month. A total of 441 trees are watered/month. One tree on Daly needs replacing. Rick is getting the mulch.

e. Executive Board Session

i. Sidewalk vending

The Report of the Chief Legislative Analyst on sidewalk vending was included in packet.

ii. AB 2618

A copy of the bill introduced by John Perez was included in packet.

iii. Special vs General

Information on Special and General Benefits of BIDs was provided in packet.

iv. Lincoln Heights Community Development and Health Initiative

This group from USC came to us with three projects: a food incubator, a shuttle and a health clinic.

v. Streetscape purchases

Two quotes for 13 trash cans and 41 plastic lids. All metal trash cans are at least \$900. 1) steel lids @\$120 apiece \$23,396. 2) \$20,440 with anti-graffiti coating. **MOTION:** Allocate up to \$20,500 for 13 trash cans and 41 plastic lids from Dumor Site Furnishings. **Moved: Rodriguez/2<sup>nd</sup>Mandala.** Discussion: Freight is \$2100; weight 266lb per can. **VOTE: unanimous. Motion passed. MOTION:** Allocate up to \$1000 for two inserts for the self-watering planter systems. **Moved: Mandala/2<sup>nd</sup>Wada.** Discussion: They are inserted into the planters. **VOTE: unanimous. Motion passed.**

f. Financial Report

The Profit and Loss Budget vs Actual were included in packet.

VI. Other business

LHBA is to pay electricity at the office at Ave 26.

VII. Adjournment

Meeting adjourned at 1:00pm.

VIII. Next meeting: Friday, September 19, 2014 at 11:30am at the Café in the Heights